

HAMILTON COUNTY BOARD OF AVIATION COMMISSIONERS
FEBRUARY 3, 2005

The Hamilton County Board of Aviation Commissioners met on Thursday, February 3, 2005 at 6:30 p.m. in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana.

Secretary Kim Rauch took Roll Call and declared a quorum present of Tom Kapostasy, Jon Ogle and Tim Tolson. Don Silvey was absent.

Approval of Minutes

Jon Ogle motioned to accept the January 6, 2005 and January 28, 2005 minutes as presented. Tim Tolson seconded. Motion carried unanimously.

President's Report

Kapostasy stated the Hamilton County Board of Commissioners reappointed Tim Tolson to the Aviation Board.

Capital Improvement Plan

Kapostasy stated there have been a couple of meetings regarding the Capital Improvement Plan (CIP). Mike Howard stated he presented the CIP to the commissioners at their last meeting. They have not formally voted on the plan but he expects it to be approved on February 14th. Ogle motioned to have Mid-States Engineering prepare the amended CIP but not submit it until final passage by the Board of Commissioners on February 14, 2005. Tolson seconded. Motion carried unanimously.

Kapostasy stated the Hamilton County Redevelopment Commission meets on February 24, 2005 at 7:30 am, should the Board be present? Howard suggested at least one Board member be in attendance.

Council Meeting

The Aviation Board met with Councilor's Beaver, McKinney and Hiatt on February 28, 2005 to discuss the TIF funding proposal and the CIP.

Metro Airport Relocation

Kapostasy stated Commissioner Dillinger has been quoted extensively in the papers regarding the Metro Airport relocation. The only new item that he saw was the connection with the proposed mass transit system. The board does not need to take any action at this time.

Indianapolis Airport Authority

The Indianapolis Airport Authority has proposed that it be expanded from eight members to twelve members. This would include adding a board member from any county that the Indianapolis Airport Authority is adjacent to or owns property, which means Hamilton County would have a voting member on the board. The Mayor of Indianapolis is not in support of it.

Abbott Farms School

Kapostasy stated Ray VanSickle shared a letter with him regarding the proposed Abbott Farms School. It is a matter the board needs to monitor.

Fire and Police Training Facility

Kapostasy stated Westfield, Carmel, Fishers and Noblesville is looking for a 35-acre training site for their firefighters and police. Is there any part of our property that could house this site? Howard stated there are components of a fire tower and shooting range, which are not under our permitted uses under our zoning.

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Name of Airport

Kapostasy stated the Hamilton County Commissioners are interested in including the name Hamilton County, in the name of the airport. The primary interest is to make sure the future economic development of Hamilton County is promoted in any way possible. Having the Hamilton County name associated with the airport either today or the future has the potential to benefit that development. The Board's conclusion was that we would be willing to go forward to investigate that but we don't believe we are in a position to make a name change at this point. The Hamilton County Board of Aviation Commissioners will work diligently and expeditiously to develop a best name and method to recognize Hamilton County's ownership of Indianapolis Executive Airport that is acceptable to the Federal Aviation Administration and the Hamilton County Commissioners. The primary objective of this potential change is to highlight Hamilton County's overall attractiveness and active role in stimulating economic development. The board recognizes that the FAA may have other objectives such as the cost and frequency of changing aviation maps and materials, potential confusion regarding other facilities named Hamilton, and general safety, brevity and clarity features regarding airport names, which may limit the options available. The Hamilton County Board of Aviation will seek approval from the Hamilton County Board of Commissioners before applying for any potential name change. Ogle stated this is a conversation and a process that needs to take place, he knows Montgomery Aviation has done a lot of background work and has spent time with the Indianapolis Executive name. For commercial purpose that is probably as good as we can get. One of the issues we have is the Hamilton Ohio Airport, which is on the same chart that Indianapolis Executive Airport. It is officially Butler County Airport, when you look on the chart you see the box with Hamilton NBD and the City of Hamilton right next to the airport. The Butler County Airport is lost in the chart. This points out how confusing this can be. Ogle motioned to adopt the resolution – The Hamilton County Board of Aviation Commissioners will work diligently and expeditiously to develop a best name and method to recognize Hamilton County's ownership of Indianapolis Executive Airport that is acceptable to the Federal Aviation Administration and the Hamilton County Commissioners. Tolson seconded. Dan Montgomery stated we should explore it, but he is sold on Indianapolis Executive, just for approach flights, Indianapolis has to come first. When coming to Indianapolis, the corporate pilots will look under Indianapolis and find our airport. You will not look under the "H's" for Hamilton County. Howard asked if the procedure to move forward be for this board, working with Montgomery's, to come up with some alternative and run them by the Commissioners and Council and then go to the FAA? Dan agreed. Kapostasy stated he would expect that the airport manager would take on the duty to provide this board with recommended options based on objective study together with whatever marketing assistance was required. This board would approve the short list and then proceed to share that with the Commissioners to get their approval before going to the FAA. Motion carried unanimously.

Indianapolis Executive Airport

Legislator's Luncheon

Andrea Montgomery stated she attended the Aviation Legislators luncheon with the Aviation Association of Indiana. She had lunch with Senators Drozda and Lanski and Representatives Thompson, Buck and Cherry. Their response was that they would do whatever was necessary to promote the airport.

4th Quarter Report

Andrea presented the 2004 4th Quarter & Year-End Report. Budgeted income for 2004 was \$122,813.00. Income received was \$138,856.00, an increase of \$16,043.00. This did not include the farm income. Total income was \$172,006.00. Budgeted expenses were \$82,198.00. They had increased income and the board approved additional expenses as needed of \$101,234.00.

Tom and Andrea are looking at the 2005 Budget and are identifying items that need to be added to the 2006 Budget. They estimate a 2005 budget of \$172,173.00, which should not be a problem.

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2004 Audit

Andrea stated Million & Company has all the information for the 2004 audit. Kapostasy stated this audit is not intended to be a complete audit as you would have for a commercial firm and it is not intended to replace the State Board of Accounts audit. There is a reference to a Performance Audit in the contract. Howard stated he has reviewed the engagement letter from Million & Company, this substantially complies with what we are looking at. They are independently verifying that all the documents on their face are reconciled. If there is anything that appears amiss, they will disclose it.

Fence

Dan stated the fence would be finished tomorrow

REIL Lights

Dan stated the REIL Lights are installed, the wrong cards were sent, but Michiana has ordered and will install the new cards.

Citizens Gas

Dan stated Citizens Gas wants to run a gas line from Westfield to the county line. They think they can justify running natural gas to the airport.

Indianapolis Economic Development Corporation

Dan stated the Indianapolis Economic Development Corporation visited the airport and they were very excited about the airport and its growth.

Andrea asked if there was someone Hamilton County Economic Development that they could contact? Howard suggested contacting Jeff Burt, Hamilton County Alliance. Andrea asked if a Board member would make the initial contact? Kapostasy stated he would make the contact.

Zoning Requests

Kapostasy asked if there are any other zoning requests that the Board needs to be made aware of? Dan stated the Palomino zoning request did pass.

Aircraft Parts Tenant

Kapostasy asked if we have heard from the potential tenant that sells aircraft parts? Dan stated he was looking in Shelbyville. Dan will call him.

Building Standards

Kapostasy stated is there anything beyond the minimum standards document that Montgomery's expect to do? Dan stated he will draft a minimum standards for building. He would like to keep everything the same.

Airport Budgets

Kapostasy stated in order to help with long term planning he has asked the Montgomery's to get copies of the annual operating and capital budgets of six airports that are same size or larger than Indianapolis Executive Airport.

Capital Spending Projects

Dan stated he would have the list of capital spending projects, which are not funded by the FAA, to the Board in 90 days.

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Fuel Report

Carl Winkler presented the fuel report dated December 31, 2004. They have passed all of the EPA Tank Analysis. Flow fee for the period was \$97,675.00. The contract price point calculation was \$84,537.45. Montgomery Aviation made a contract administrative error in the county's favor and was over paid \$13,138.00. On December 12, 2004, with the Board President's approval Montgomery was reimbursed \$6,933.16 and the balance was left with the airport.

Dispatchers Conference

Dan stated he and Andrea would be attending the Dispatchers Conference in Reno, Nevada to promote the airport on a national level.

Hamilton County Visitors and Convention Bureau

Tolson stated Dan has agreed to attend the next Hamilton County Convention and Visitor's Bureau (HCVB) board meeting. Matt Evans has agreed to be the liaison to the HCVB.

Mid-States Engineering

Terminal Demolition Project

Larry Creakbaum requested approval of the final pay request from AIP-09 for the Terminal Demolition project. Tolson motioned to sign the \$40,500 pay request for federal money. Ogle seconded. Motion carried unanimously.

New Business

Maria Muia Recognition

Tolson motioned that the Hamilton County Board of Aviation give recognition and thanks to Maria Muia, formally of Mid-States Engineering, for her outstanding service to this Board and to the benefit of the Hamilton County Aviation needs and wish her well in her new venture. Ogle seconded. Motion carried unanimously.

Legal Counsel

Mortgage Agreements and Memorandums

Mike Howard stated the Board allowed the Montgomery's to place a mortgage on the new storage building with Community Bank. During the title search there are a series of documents that were entered in to when Ray VanSickle was the owner, Montgomery Aviation, Eagle Flyers, etc. During the closing Ray signed any pending agreements to Hamilton County. In order to clean up the chain of title Howard requested approval of a Release of Original and Amended Memorandum of Lease, Release of Memorandum of Lease (Terminal Building) and Release of Memorandum of Operating Agreement. Ogle motioned to approve. Tolson seconded. Motion carried unanimously.

Agreement and Consent

Howard stated the mortgage that the Montgomery's want to enter into on the storage building is in their individual names. Under our agreements with the Montgomery's we agreed to enter into such agreements with Montgomery Aviation, however since they are entering into this in their individual names we have to consent to that mortgage. The Community Bank's attorney, whom has reviewing these for weeks, has not approved them. Howard will hold the agreements until the attorney approves them. Tolson motioned to approve. Ogle seconded. Ogle asked if this changes anything substantially in the agreement? Howard stated no. Dan stated any future buildings will always be in Dan and Andrea Montgomery's name. Motion carried unanimously.

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Capital Funding Program

Howard recognized the Board and especially Jon Ogle, Don Silvey and Brad Beaver for their assistance with the Capital Funding Program presented to the council and commissioners. The Redevelopment Commission will meet on February 24, 2005 at 7:30 a.m. That meeting will have a resolution on the agenda that authorizes the Trustee to transfer the extra TIF funds that are in the Trustee's possession. In the funding program we had \$562,000, in settlement it is \$867,000. Airport funding will be approved and there will be a request to county council to fund the 106th Street and Springmill Road intersection. The funding should be here March 1st and subject to appropriation by council, working with the Auditor to set up the proper accounts. Howard stated the items in the CIP for this year and will be fully funded from this cash advantage and the June TIF distribution would be completion of the Bailey acquisition, the design of the Tee Hanger taxiway, the corporate hanger apron and the RCO. Howard suggested the Board authorize Mid-States Engineering to prepare contracts for the design and implementation of those projects for this Board to review and approve subject to appropriation by the council at their next meeting. Larry Creakbaum stated there is one more item in the package, which is the relocation of the glide slope and grading, which you have discretionary funds for. This should be in one contract. Howard asked what is the design amount? You are assuming the glide slope will be reimbursed from federal funding? Creakbaum stated it can be separated, they are in two areas of the airport and would have two different contractors working. We can propose it in one engineering contract and break it into two bid packages for a timing of the funding. Howard stated he does not know how much the design will be. From the local funding we have enough for the four projects. The glideslope is a federal funding and we don't have the money. Kapostasy stated he is in favor of keeping them separate. The timing of when the federal money is officially available could be September or October and we want these other projects done by then. Ogle motioned to authorize Mid-States to move forward on the contracts for the four items as presented. Tolson seconded. Motion carried unanimously.

Brad Beaver stated the CIP that was presented was defined. Beaver stated he would ask the President of the Council that they have a work session before every county council meeting for the next 3-4 months. Beaver stated that so the council could get a grasp on what these funds are and the priorities. Beaver stated he does not think the council has its arms around what is going to be done with the TIF monies. There will not be any resistance as long as you keep the council informed as to what exact amount of money you will be getting and what you are spending it on. Beaver suggested the numbers be given to the council at least 30 days prior to the meeting. Howard stated he would expect the program will track line by line. This program is set up that we are taking the first year distribution. We will not be appropriating money for construction until the money is setting in the Auditor's office from the spring distribution. We will have the money before we start construction. The numbers will go up and down depending on the revenue, but the actual projects will be right in line. The format will stay the same. Kapostasy stated his expectation would be that Jon Ogle, as the board's liaison, would be available to meet before each council meeting.

Web Site Name Acquisition

Howard will work on the web site name acquisition.

Westfield Rezoning

Kapostasy asked if anyone had any information on the Westfield verses Carmel rezoning and if it will effect the airport? Ray VanSickle stated Westfield has started working on a new comprehensive plan. The subject of the airport came up during their first meeting. The board may want to have someone attend those meetings.

Board Governance Workshop

Kapostasy asked Howard if he would provide a workshop on Board Governance before the next meeting? Howard stated he would look at the outline.

Tolson motioned to adjourn. Ogle seconded. Motion carried unanimously.

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Present

Tom Kapostasy, Commissioner
Jon Ogle, Commissioner
Tim Tolson, Commissioner
Michael Howard, Attorney
Kim Rauch, Secretary
Rick McKinney, County Council Liaison
Brad Beaver, County Council Liaison

Larry Creakbaum, Mid-States Engineering
Luke Reynolds, Mid-States Engineering
Dan Montgomery, Montgomery Aviation
Andrea Montgomery, Montgomery Aviation
Matt Evans, Montgomery Aviation
Carl Winkler, Montgomery Aviation
Robert Hansen, Noblesville Times
Ray VanSickle

Approved

Tom Kapostasy, President

Date: _____

Attest

Kim Rauch, Secretary

Date: _____